



## Community Reinvestment Area (CRA) Program POST-Application

1. \_\_\_\_\_  
Address of Subject Property
2. Date project started: \_\_\_\_\_ Date project completed: \_\_\_\_\_
3. Troy Zoning Permit Issued: Date: \_\_\_\_\_ Permit # \_\_\_\_\_
4. Miami County Development Building Permit Issued:  
Date: \_\_\_\_\_ Permit # \_\_\_\_\_
5. **Total Investment Cost: \$** \_\_\_\_\_
6. Documentation Required:
  - i. Project description including reason requesting tax incentive
  - ii. Copy of the Miami County Development Certificate of Occupancy (if applicable) and Building Permit
  - iii. Copy of Troy Zoning Permit (if applicable)
  - iv. Copy of documentation showing the cost of improvements
    - a. Spreadsheet of expense summary
    - b. Evidence of expenses (contracts, invoices, cancelled checks, etc.)  
(Note: Labor completed by the property owner cannot be included into the project costs)
    - c. Notarized Certification of Improvements (Page 2)

**Applications/Supporting Documentation can be mailed to:**

Tim Davis, Development Director / CRA Housing Officer  
Development Department  
100 S. Market St  
Troy, OH 45373  
Or emailed to [tim.davis@troyohio.gov](mailto:tim.davis@troyohio.gov)

**Certification of Improvements  
Affidavit**

*(Must be completed by Administrative Applicant of Record and any additional applicant(s))*

I, the applicant, \_\_\_\_\_  
(or authorized representative of applicant or development partner)

Being first duly sworn, depose and state that I have personal knowledge of, and certify,  
the following:

**I confirm that all receipts and contracts submitted as documentation  
for the City of Troy, Ohio Community Reinvestment Area (CRA)  
program are complete and accurate and that upon request that if  
required further detailed evidence may need to be submitted.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Sworn to before me and signed in my presence this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_